



PAUL D. PATE
Secretary of State
State of Iowa

MECHANIC'S NOTICE AND LIEN REGISTRY

SUBMITTER INFORMATION

Submitter information: Name, Address, City, State, Postal Code

MNLR Number (if applicable): _____
(May be found by searching the MNLR database at <https://sos.iowa.gov/mnlr/search>)

Email address: _____

Telephone: _____

- * **Print or type information. Illegible or incomplete documents will be refused and returned.**
- * **All fields on Submitter Information form are required and must be returned with documents.**

SECRETARY OF STATE
Business Services Division
Lucas Building, 1st Floor
Des Moines, IA 50319

Phone: (515) 281-5204
Fax: (515) 242-5953
Website: sos.iowa.gov



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**MECHANIC'S NOTICE AND
 LIEN REGISTRY**

**COVER PAGE FOR A
 PAPER SUBMISSION OF A
 BOND FOR DISCHARGE OF LIEN**

ALL ITEMS MUST BE COMPLETED AND A COPY OF THE SURETY BOND MUST BE ATTACHED. PAPER SIZE OF ANY ATTACHMENTS MUST BE 8 ½ x 11. SUBMITTER INFORMATION FORM MUST ACCOMPANY THIS FORM. ILLEGIBLE OR INCOMPLETE DOCUMENTS WILL BE REFUSED AND RETURNED.

1. MNLR NUMBER: _____
 (May be found by searching the MNLR database at <https://sos.iowa.gov/mnlr/search>)

2. BOND INFORMATION:

Mechanic's lien amount: **This information will prefill from the Mechanic's Notice and Lien Registry.**

Amount of the bond: _____

Company issuing surety bond: _____

Company must be authorized for surety by Iowa Department of Commerce, Insurance Division. List of authorized companies may be obtained at the following Web site:

<https://data.iowa.gov/Government/Insurance-Companies-Authorized-For-Surety/fy23-3m/data>

3. THE FOLLOWING INFORMATION WILL BE PREFILLED FROM THE MECHANIC'S NOTICE AND LIEN REGISTRY. IT IS YOUR RESPONSIBILITY TO VERIFY THE ACCURACY OF THE INFORMATION CURRENTLY ON RECORD BEFORE FILING:

- a. General Contract / Owner Builder: Name and City;
- b. Property Owner(s): Name, Mailing address; and
- c. Property Information: County, Other counties, Street address or location, Tax parcel ID number, Legal description.

**4. SURETY BOND:
 COPY OF SURETY BOND MUST ACCOMPANY THIS FORM. PAPER SIZE OF ANY ATTACHMENTS MUST BE 8 ½ x 11.**

If the MNLR document you have selected was not posted by you, submission of this form is your verification that it is your intent to post a document based on the information posted by another MNLR user.

NO FEE

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